

STATE OF CALIFORNIA
DEPARTMENT OF MOTOR VEHICLES

VEHICLE INDUSTRY NEWS

VIN 2003-15

Subject : Adhesive Labels

Background

Some registration documents have been submitted to the department with preprinted, glued, gummed, and self- adhesive labels affixed. These labels compromise the department's statutory requirement to "determine the genuineness and regularity of every...document." The labels can cover pre-existing information, be removed, inadvertently peel-off, detach and affix to other documents, and/or detach in the department's microfilming equipment causing costly equipment damage.

Policy

The department does not accept labels of any kind on registration documents. The information must be entered directly onto the documents.

Procedures

Please **do not** submit to the department registration documents with glued, gummed, or a self-adhesive label affixed in lieu of direct entry onto the document.

In the event that you are resubmitting a title that had a label affixed, be prepared to submit documentation to support the alteration of the document, such as, an Error/Erasure Statement (REG 1) and a Statement to Record Ownership (REG 101), or an Application for Duplicate Title (REG 227), if appropriate.

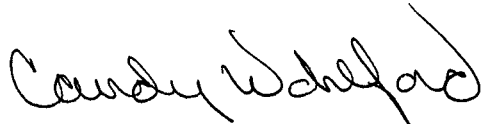
Distribution

This memo was distributed in November 2003 to the following:

- Dealers
- Registration Services

Contact

Call the DMV Customer Communications Section at (916) 657-6560 for further clarification of this memo. Upon request, this document can be produced in Braille or large print.

A handwritten signature in black ink, reading "Candy Wohlford". The signature is written in a cursive, flowing style with a large initial 'C' and a distinct 'W'.

CANDY WOHLFORD, Deputy Director
Communication Programs Division